

## NORTH CAROLINA ALARM SYSTEMS LICENSING BOARD



1631 Midtown Place • Suite 104 Raleigh, North Carolina 27609 Phone: (919) 875-3611 • Fax: (919) 875-3609 E-Mail: PPSASL@ncdoj.gov Web Page: http://www.ncdoj.com

## **MEMORANDUM - DECEMBER 2010**

TO:

ASLB Licensees

FROM:

Terry Wright, ASLB Director

The purpose of this informational mailing is to update licensees on a new form that <u>must</u> be submitted by licensees who are requesting to exempt certain **Registrants** from the continuing education requirements.

## EXEMPTION FROM CONTINUING EDUCATION CREDITS

In accordance with 12 NCAC 11 .0505 each licensee is responsible for recording and reporting continuing education credits to the Board at the time of registration renewal. Only registrants who engage in installation, service, sales, or monitoring of alarm systems shall be required to complete the continuing education requirements.

If a Registrant does not install, service, sale, or monitor alarms (i.e. secretary, billing clerk, etc.), then the licensee may designate those employees as exempt from the continuing education requirement. The Alarm Systems Licensing Board has adopted a policy that will require licensees who wish to designate a Registrant as exempt from this rule to complete and submit the attached **Exemption from Continuing Education Credits** form with the applicant's renewal application.

The new requirement to submit the attached Exemption from Continuing Education Credits form will become effective for all renewals that are claiming exemption that are received by PPS on or after January 1, 2011. If you have questions regarding the form, please contact Deputy Director Anthony Bonapart at (919) 981-5070.